



STATE OF MONTANA
DEPARTMENT OF ADMINISTRATION
ARCHITECTURE AND ENGINEERING DIVISION
1520 East Sixth Avenue • P.O. Box 200103 • Helena, Montana 59620.0103
Phone: 406.444.3104 • Fax: 406.444.3399

CERTIFICATE OF SUBSTANTIAL COMPLETION

Project Name:
Location:

A&E #:

To: **MONTANA DEPARTMENT OF ADMINISTRATION**
ARCHITECTURE AND ENGINEERING DIVISION
P.O. BOX 200103
HELENA, MT 59620-0103

Architect:

Date of Issuance:

Contractor:

Contract Date:
Contract For:

PROJECT OR DESIGNATED PORTION SHALL INCLUDE:

The work performed under this Contract has been reviewed and found to be substantially complete. The Date of Substantial Completion of the Project or portion thereof designated above, which is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below is hereby established as:

Definition of Date of Substantial Completion

The Date of Substantial Completion of the Work or designated portion thereof is the Date certified by the Architect when construction is sufficiently complete, in accordance with the Contract Documents, so the Owner can occupy or utilize the Work or designated portion thereof for the use for which it is intended, as expressed in the Contract Documents.

A list of items to be completed or corrected, prepared by the Contractor and verified and amended by the Architect, is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all the Work in accordance with the Contract Documents. The date of commencement of warranties for items on the attached list will be the date of final payment unless otherwise agreed to in writing.

Architect By _____ Date _____

The Contractor will complete or correct the Work on the list of items attached hereto within ____ days from the above Date of Substantial Completion.

Contractor By _____ Date _____

The Owner accepts the Work or designated portion thereof as substantially complete and will assume full possession thereof at _____ (time) on _____ (date).

State of Montana Department of Administration,
Architecture and Engineering Division

Owner By _____ Date _____

The responsibilities of the Owner and the Contractor for security, maintenance, heat, utilities, damage to the Work and insurance will be as follows:
(Note- Owner's and Contractor's legal and insurance counsel should determine and review insurance requirements and coverage; Contractor shall secure consent of surety company, if any.)